

**COUNTY ADMINISTRATOR
MEMORANDUM**



TO: Board of Supervisors
FROM: Lisa
DATE: October 29, 2009
RE: Evaluation of Bids for Sheriff's Vehicles

Recently, the Board of Supervisors issued an Invitation for Bids (IFB) soliciting prices for the procurement of up to nine (9) law enforcement vehicles (7 Ford Crown Victoria sedans and 2 Ford Explorer SUVs)¹. The IFB sought a single vendor to provide the desired vehicles.

Based on Sheriff Weaver's selection of optional features and equipment that were advertised for bid, the following prices were submitted by vendors:

Crossroads 1

2009 Crown Victoria	\$27,396.22	x 7 vehicles requested =	\$191,773.54
2010 Ford Explorer	\$23,897.00	x 2 vehicles requested =	<u>\$ 47,794.00</u>
TOTAL BID			\$239,567.54

Crossroads 2

2010 Crown Victoria	\$27,641.25	x 7 vehicles requested =	\$193,488.75
2010 Ford Explorer	\$23,897.00	x 2 vehicles requested =	<u>\$ 47,794.00</u>
TOTAL BID			\$241,282.75

Eddins Ford—Low Bid

2010 Crown Victoria	\$27,508.80	x 7 vehicles requested =	\$192,561.60
2010 Explorer	\$23,222.80	x 2 vehicles requested =	<u>\$ 46,445.60</u>
TOTAL BID			<u>\$239,007.20</u>

For FY2010 the Sheriff's department has 18 full-time deputy positions: 16 law enforcement and 2 courtroom security deputies. A review of the inventory of the department's vehicles earlier this year indicated that the Sheriff had 10 vehicles of model year 2005, 4 vehicles of model year 2007, and 3 vehicles of model year 2008 (17 total). Of those, three (3) vehicles assigned to full-time patrol officers or investigators had mileage that exceeded 100,000 miles (2005 model year, 4D Sedans).

Board Action: In order to purchase vehicles as a result of this procurement transaction, the Board of Supervisors must take the following actions (1) vote to award a contract to the lowest bidder; and (2) vote to amend the FY2010 budget to include the total purchase price.

Availability of funding: since this purchase is not for an expense that constitutes an emergency or unanticipated need, the contingency fund should not be utilized; however, the County has sufficient cash reserves available to fund this purchase. If a lease purchase arrangement is utilized, that will add approximately 5% to the total cost, over time, but based on a 3-year lease period the annual payment would be approximately \$80,000.

¹ Based on information that Ford is currently manufacturing 2010 model year vehicles, and that 2009 model year vehicles would only be available from dealers who had not yet sold all of their 2009 inventory, the IFB sought pricing for both 2009 and 2010 Crown Victorias. For some time, the Ford Motor Company has sold their Crown Victoria only to law enforcement agencies—the Crown Vic is not sold to the public. As a result, 2009 models are currently difficult to procure, since most dealers would have ordered them only in response to a specific request from a law enforcement agency.